



**THE CORPORATION OF THE UNITED TOWNSHIPS OF
HEAD, CLARA & MARIA
15 Township Hall Road
STONECLIFFE, ONTARIO, K0J 2K0**

Phone: (613) 586-2526 | Fax: (613) 586-2596 | E-mail: clerk@headclaramaria.ca

Re: Address Change Request

Would you please complete the form below regarding your address change?

The address cannot be changed without an authorized signature along with the municipal address & roll number for the property in question.

You have three options to return the form to the office.

1. You can send it by regular mail to the address below.
2. Scan the completed form and send it via email to clerk@headclaramaria.ca
3. Drop it off at the municipal office during business hours or in mail slot after hours.

If you have any questions, do not hesitate to contact our office, Monday – Wednesday & Friday, 8:30 am to 4:00 pm.

Thank you,

Charlotte Toope
Clerk/Treasurer

Please print clearly.

I _____ am requesting to have my mailing address for my property
owner's name

located at _____ changed from _____
municipal address *previous mailing address*

_____ to _____
new mailing address

for roll number _____
Roll number

owner's signature

mm/dd/yyyy